



The Parks Advisory Board met in regular session on Wednesday, January 12, 2022 at 6:00 p.m. in the City Hall Annex.

MINUTES

Board Members Present

Kathy Boswell
Mandy Edwards
Kim Houston
Amber Kunes
Neil Mesler

Board Member Absent

None

City Staff Present

Andy Tarkington, Parks and Recreation Superintendent
Terrie Ortiz, Parks and Recreation Clerk
Cari Rockey, Parks and Recreation Coordinator

Guest Present

Myndi Muncy, City of Mineral Wells Main Street Manager
Willis Winters, Former Director of Dallas Parks and Recreation Department

AGENDA ITEM 1.0

Call to Order

Mandy Edwards called the meeting to order. The meeting began at 6:00 p.m.

Andy told the board that after three months of being without a Recreation Coordinator that we have hired one. He went on to introduce Cari Rockey as the new Recreation Coordinator. He told the board that Cari had worked for the City of Aledo and had also worked at the pool in Gainesville, TX. The Parks Board members introduced themselves to Cari.

AGENDA ITEM 2.0

Approval of Minutes

Mandy Edwards called for motion to approve the December minutes. Kim Houston made the motion. Amber Kunes seconded the motion. The minutes were approved by unanimous vote.

AGENDA ITEM 3.0

Hear a Presentation by Myndi Muncy, Main Street Manager, and Willis Winters, former Director of Parks and Recreation for the City of Dallas, About Proposed Improvements to Zappe Park and Consider Taking Appropriate Action

Andy explained to the board that Mr. Winters gave a resume from working in Parks and Recreation in the 3rd largest city in Texas, and now he is retired. Andy went on to tell the board that Mr. Winters is responsible for Klyde Warren Park in Dallas, TX. Myndi Muncy, the Main Street Manager of Mineral Wells addressed the board about a project for Zappe Park. Myndi explained to the board that the Main Street Advisory Board would like to make improvements to Zappe Park, which is located in the main street district behind the restaurant Pasta Fina. Myndi went on to tell the board that there is a push for downtown green space. Myndi told the board that she and the Main Street Advisory Board are under the impression to start with the green space that is already there. Myndi introduced Willis Winters, former Director of Parks and Recreation of Dallas, TX.

Mr. Winters told the board a little bit about himself. He wanted to retire from the big city of Dallas to Mineral Wells. Mr. Winters went on to tell the board that Zappe Park is in need of a face lift. He told the board that the gazebo is in need of repair. The Main Street Advisory Board looked at taking it down and rebuilding it but due to the tight budget they now are looking to doing repairs to it. Mr. Winters went on to tell the board they are looking to add a little play area on the north side of the gazebo. If they do this the grassy area would have to come out. He told the board that maybe they could put in a climbing structure. Mr. Winters explained to the board he has some ideas that were very successful at some parks in Dallas. He also told the board that he will work with the Parks and Recreation Department, Myndi and the Parks and Recreation Advisory Board, to go through options and be cost effective. He has talked with the main Street Advisory board and Andy about putting in a rocking swing, and replacing the grass with a wood fiber material underneath the climbing structure. It would also have some kind of a curb or enclosure this would be for safety. He said that the structure would include a "fall zone" for safety.

This would be the most expensive part because it would need to have subsurface drainage so it does not fill with water and so it drains to a storm sewer somewhere. Mr. Winters told the board about other minor play elements like the rocking swing, or a bounce toy. He told the board they may could work with Clark Gardens, as they are an expert on plant materials, the hardest, native vegetation and indigenous to this area. He also told the board about replacing or repositioning the existing picnic tables. He explained to the board that they may investigate taking out the old concrete picnic table and updating to the park. Mr. Winters also told the board that he recognizes that someone could have donated the table 40 years ago. They will look into that before they do anything. He let the board know that they were looking into adding benches at the park also.

Mr. Winters added that he and the Main Street Advisory board and would like to add some new trash cans with possibly the city logo on them and other small furnishings. He told the board it is not an ambitious program but maybe tweaking what is already there, not taking out any of the brick pavers, or changing the sidewalks. They would not be adding anything expensive in the way of concrete. He explained to the board that all of this could also be done in phases. Mr.

Winters feels that it would be fun to put in more lighting at Zappe Park. He told the board with the usage increasing over time with the revitalization with the downtown, with restaurants, cafes the lighting could be beneficial. Mr. Winters told the board that he and Myndi would have some input meetings and they would also hold an organized meeting for downtown users, they would consult who needs to be consulted. Mr. Winters told the board that he would develop several conceptual plans. He explained that he is an architect by training. He loves to design, he will take the lead on this and will show options to everyone. He told the board that this way there will be a way to vote and see what people will like.

Myndi approached the board about the funding for this project. She went on to tell the board that the City Manager had pointed out to her that this project is not budgeted for this year. She told the board that her group is an ambitious one and they are planning on approaching the Rotary and the Brazos Foundation for donations. Myndi went on to tell the board that the overall budget is \$35,000 - \$50,000 and that is with no phasing. This plan does not include additional lights, but everything this is listed in the contract is covered by this money. Myndi told the board that this price also includes \$5,000 for Mr. Winters services which is a very reasonable amount for the experience of Mr. Winters to help with the design of this project. She went on to tell the board if they cannot get the entire cost covered from donations from the Brazos Foundation and Rotary her and her advisory board will plan on fundraising for the rest.

Myndi told the board that when the city redid 1st Avenue they uncovered a lot of historical bricks. She feels they could put some of those to a "sponsor a brick." They will look at some kind of memorial marker for those that want to donate. They will look at funding like they did with the Welcome to Mineral Wells sign that is downtown. She told the board that they hope to get this funding so they can get this project done this year. Myndi explained to the board that there is so much draw on city funds when it comes time for Council to sit down to analyze their budget, Zappe Park may not be at the top of the list, especially when we have life safety things to get. Myndi went on to tell the board that her and her Main Street Advisory board will put boots to pavement to go out and get donations instead of waiting on City Council. She told the board that this is their plan and she hopes they will like it.

Andy told the board that he is in support of this project. He also told the board that they amount they paid Mr. Winters is a very reasonable price for his experience. Andy told the board that what they need from them for the contract is their approval. Neil Mesler told Mr. Winters and Myndi with a voice out there from social media that any play structure put in needs to meet all-inclusive, not just ADA, but all-inclusive. Neil went on to tell Mr. Winters and Myndi that he did not know if that would drive the costs up but they may want to keep that in mind. Mr. Winters told the board that he calls that universal and they make an excellent point. Kim Houston told the board that all-inclusive should be any area, due to the fact that downtown is growing and we need to make sure everyone can get around. Andy expressed to the board that there is a lot of momentum going in that direction. Neil made the motion to approve the contract. Mandy Edwards second the motion. The board made it a unanimous vote to approve the contract.

Myndi and Mr. Winters thanked the board. Myndi told the board at some point when her board approves it they will go to Council and hope they would like to join her approaching the City Council.

AGENDA ITEM 4.0

Continue Discussion About the Mineral Wells Little League's Financial Statement and Their Utility Costs and Consider Taking Appropriate Action

Andy informed the board that he did receive answers to their questions for the Little League's financial statements. Last month the board asked about some of the items that Little League had on their financial statement. Andy told the board that the transfer item on Little League's financial statement was, they had two accounts and they transfer money from their main account to their concessions account. Mandy Edwards asked Andy if they gave him what they make in the concessions account. Andy told the board they did not. Andy told the board that the traveling account is that Little League pays for their teams to go to tournaments in the league. Mandy asked if that was an All Star team, Andy told her and the board Rick Morris did not explain what teams they paid for. Andy went on to explain to the board that he asked Rick about bus supplies. Rick explained to Andy it was sports equipment from BSN Sporting Goods. Andy also told the board that the negative number for player sponsorship is the purchasing of signs for advertisements.

Andy told the board that Rick is wanting to start having tournaments at the ballfields at West City Park on Fridays, Saturdays, and Sundays. Andy explained that Little League would not be hosting these tournaments. They would contract a host, but Little League would participate in the tournaments. Rick told Andy it would bring in some revenue to Mineral Wells. Kim Houston asked how they would be able to have tournaments with the way the lighting situation is. Andy told the board that they would not be official sanctioned tournaments. He told the board they would be weekend tournaments. Kim told the board that these tournaments would be great to bring in revenue for Mineral Wells, but it also raises the expenses for the use of the utilities that are not being covered now. Mandy asked Andy if Rick Morris knows that the Parks Advisory Board is discussing the Little League's financial statements.

Kathy asked Andy if there were any way that the Advisory board could look at the Little League's contract. Andy told the board that the contract was printed and copies were available here at the meeting. Mandy asked if the tournaments would be in addition to Little League playing regular games. She went on to tell the board and Andy that when her child played in Little League he had games on Tuesday, Thursday and always had games on Saturdays. Andy told the board that Rick was not planning on having regular season games on Fridays or Saturdays. They would have the tournaments on Friday, Saturday and Sundays. Mandy then asked if he would push all the other games during the week. Andy told the board that all the Little League games would be during the week, not on the weekends.

Amber Kunes asked the board if they could create a fee per hour that Little League would have to pay. She went on to tell the board that when she worked for the City of Ft. Worth, Parks and Recreation would charge per hour for the use of the lights and depending on what field and quality of the lights. Amber also told the board that they would charge the lights by the quality, it would allocate to the electric bill. Andy told the board that they could recommend a fee charge

for the use of the fields. Andy asked Mr. Winters, since he used to be the Director of Parks and Recreation in Dallas, TX, if they charged their leagues for the use of their fields. Mr. Winters told the board that for their private athletic association they focused on one park complex for soccer and baseball, but they did not charge the leagues. Andy asked the board what their thoughts were. Amber told Andy and the board if the expenses for Parks and Recreation were needing to be addressed then Little League needs to be charged for the use of the lights and the fields. Amber told the board that they need to find a solution to the problem.

Andy told the board the reason that the Little League's finances have come into question was because of the board voting to increase fees to swim team. Andy told the board that swim team was saying that we were subsidizing swim team at 60% and swim team told the board they were subsidizing Little League at a bigger percentage. Andy also told the board that fee increase for swim team have not went to City Council due to the search for a new City Manager. Kathy asked the board if they would like to make a vote, because without revenue things are not getting fixed. Mandy suggested a fee either per game or per hour. Andy suggested a fee per player. Amber told the board that she did not know what the break down for Little League for cost per player is. Amber suggested to the board that they could charge \$5.00 in what the cost per player is. Mandy suggested to the board that maybe they could do per player per league and maybe a cost per tournament. Neil Mesler agreed with Mandy's suggestion. Andy told the board that Weatherford charges per player and per game.

Kathy told the board that the Parks and Recreation Department does all the mowing, but things are not getting fixed. The lights are an issue and there is no revenue coming in to get these problems addressed; at least not to Parks and Recreation. Kathy went on to tell the board at some point we need to get the revenue to get broken things like the lights fixed, it will not be earth shattering revenue, but least it will be something. Mandy told the board that Little League was to do some kind of improvements to the fields' yearly, but there has not been anything done since the covers have been put over the bleachers and the Chicken E field has been added. Kim told the board she did not know when the time stamp was the Little League added more batting cages.

Kathy told the board that she liked the idea of charging Little League per game. Amber told the board maybe we could charge a fee for outside leagues for tournaments. Amber asked Andy if Rick Morris could attend a Parks Board meeting. Andy told the board that he will try to get a hold of Rick. Mandy asked if the Little League knows what they have agreed to with in their contract. Andy told the board that when he came to Parks and Recreation in 2019 he changed the contract substantially. Little League was not doing background checks on coaches, which he requires they do now. He also told the board that Little League had to provide insurance for the league. Andy told the board that the provision for Little League to make improvements to the fields was part of the contract when Andy's predecessor was here. Neil told the board that they needed to come back to the issue if they want to charge Little League a fee for the use of the fields. Mandy asked Little League gave an invoice would the Parks and Recreation Department deduct the cost of the dirt Little League puts on the fields. Andy told her that we could do that. Kathy asked if they dump one load of dirt per season. Kim and Mandy told her they were sure it was more than one load. Kathy asked how much dirt was per field. Andy told her when we add dirt to the softball fields at Ft. Wolters it was about a couple of thousand dollars.

Kathy told the board the fields at West City Park needs a face lift and the field lights need to be fixed, new poles, new lights. Andy explained to the board that the lighting now a days is more efficient. Kathy ask to go ahead and a motion to vote on a fee charge for Little League to use the fields at West City Park. Mandy asked if City Council would want a specific dollar amount. Kim suggested that if she was on the board she would want a specific dollar amount. Kathy suggested to make a motion of \$5.00 per player and \$15.00 per game. Amber Kunes made the motion. Mandy Edwards seconded the motion. The vote was unanimous to charge the Little League.

AGENDA ITEM 5.0

Hear Winter Project Updates from Andy Tarkington, Parks and Recreation Superintendent

Andy explained to the board that the Public Works Department has been helping Parks and Recreation with getting Southeast Park ready for the new structure. He told the board that they have brought in a lot of dirt to bring the parks ground up. He explained that the park has to have a 1 to 2% grade, and that is why so much dirt had to brought in. Andy went on to tell the board that Whirlix will have the rendering sign of what the park is going to look like next week so the citizens can see it as well. Mandy asked if there could be a post made on Facebook. She told the board that people are asking questions about what is going on at the park. Mandy went on to say also let the public know that the rendering sign will be at the park next week. Andy told her and the board that he can get that done.

Andy told the board that Dionna Garrett, the citizen that was at the last Parks Board meeting, she approached the City Council to see if more features could be added to Southeast Park. Andy added that he did speak with David Rushing from Whilix and the new play structure and grounds will be ADA compliant. Andy told the board that Dionna wants extra features added, she plans on fundraising for these feature. Andy explained to the board that the city is going to initially pay for the features and she will pay it back. Kathy asked how much this going to cost. Andy told her about \$9,000. Neil told the board the more information we put out there the better.

Andy went on to tell the board about other projects we have going on. He told the board that there are several companies interested in the Parks and Open Space Plan. Andy told the board he had to ask council to approve going out for RFQ's (Request for Qualification) as long as they fit with in our budget. Andy told the board that three cities have given him their RFQ's and Andy is trying to draft it together. He went on to tell the board that our Finance Director, Jason Breisch, is also a former lawyer, and he is helping with the legal side. Andy told the board that he hopes to go to City Council sometime in February. Andy explained to the board that he expects that process to start sometime in the spring. He told the board that we will have public hearings. He expressed to the board that he hoped the Advisory Board would attend. He also wanted to put notices in the water bill, get it online to get some feedback. Andy let the board know that a contractor cannot do the whole process, they have to help because there are here and have contact with the public.

Andy wanted to talk to the board about the pool filters. He told the board that he brought them the 2019 recommendations. Andy told the board that he reached out to Sunbelt Pools with no response. Andy told the board that the Interim City Manager, Dean Sullivan told him he needs to get the anodes and the media fixed. Kathy told Andy this was just putting a band aid over it and it is not going to fix the problem. Andy told the board that the anodes are to prevent rusting, but they have not been replaced in over 10 years. Andy told the board that since Sanford Lahue said the filters do not need to be replaced fixing the anodes and media is all we can do for now. Andy told the board if he does not hear from Sunbelt he will try the other company Progressive Pools. Kim told Andy since you have given Sunbelt Pools so many opportunities why not go ahead and reach out to Progressive Pools. Andy told her he would do that. He also told the board that both companies would require the city to sign a lot of waivers. Both companies in the past have said it was a waste of time to repair the filters. These companies told Andy the filter need to be replaced every 8 to 10 years. Andy told the board these filters are 23 years old. Andy told the board that these companies do not want to be held responsible when the band aid breaks. Kathy asked Andy if City Council knows about the how bad the filters really are. Andy told her he has reported it.

Andy let the board know that the parks crew have framed new steps at the Little League fields. Andy went on to tell the board about the gate for the Fossil Park. He explained that the company that said they would do it for \$5,500 said they did not have their guy that does estimates was not there. Andy told the board that he returned and now they will not put the estimate they gave Andy on paper. Andy explained to the board that eventually they sent their employee out and he estimated the gate at \$7,500. Andy told the board that he reached out to another company in Ft. Worth and they estimated the gate at \$8,400. Andy let the board know that he spoke with the Interim City Manager, Dean Sullivan and he suggested getting the Public Works Department to look at building a gate. Kim asked if it was like a metal gate. She thought maybe a welding class at the high school could help. Andy said it would need to be solar powered and have a timer. Kim also suggested a fabrication shop from here in town would maybe donated, they have before. Andy told the board that one of the supervisors from Public Works said they could do the gate for the quoted price of \$5,500. Andy reminded the board that the Chamber of Commerce is still willing to pay for half.

AGENDA ITEM 6.0

Hear Presentation of the Parks, Recreation and Fossil Park Report

Andy read the Parks, Recreation and Fossil Park Report to the Parks board. Andy gave the board a summary of where we are with the improvements at Southeast Park.

AGENDA ITEM 7.0

Hear Parks and Recreation Board Ideas for Future Agenda Items

The Parks and Recreation Advisory Board would like to talk about the Aquatics Center for the 2022 season. The Board asked Andy to ask the Interim City Manager if they could they possibly use the funds for the pool filters to give the pool a face lift.

AGENDA ITEM 8.0

Adjournment

Kathy asked for a motion to adjourn. Mandy made the motion. Amber second the motion. The parks board unanimously agreed to adjourn the meeting at 7:21 p.m.